Approved For Release 2000/08/28 : CIA-RDP78-04202A000100130005-5

MEMORANDUM FOR: Senior Training Officer, DDI

: Nomination for Executive Seminar SUBJECT

1. Nominations are due in my office not later than 31 March 1976 for the "Seminar for New Managers" at Kings Point, New York, 9-28 May 1976.

- The Agency has one space reserved for this seminar. (DDI requested one space.)
- 3. Please submit seven copies of all nomination papers for your candidate -- an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was moved from one managerial position to another since 1 July 1974.

25X1A

Executive Secretary Training Selection Board

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